MATERIAL LIST FOR SEPTEMBER 8, 2014 COUNCIL AGENDA PACKETS

- 1. Copy of Agenda for the Regular Council Meeting at 6 pm on September 8, 2014.
- 2. Copy of Town Manager's report to Council.



TOWN OF KITTERY

200 Rogers Road, Kittery, ME 03904 Telephone: (207) 475-1329 Fax: (207) 439-6806

WORKSHOP 6:00 p.m.

The Kittery Town Council will hold a workshop with the Planning Board to discuss proposed amendments to Title 16.

September 8, 2014

Kittery Town Council Regular Meeting Agenda 7:00 p.m. Council Chambers

- 1. Call to Order
- 2. Introductory
- 3. Pledge of Allegiance
- 4. Roll Call
- 5. Agenda Amendment and Adoption
- 6. Town Manager's Report
- 7. Acceptance of Previous Minutes
- 8. Interviews for the Board of Appeals and Planning Board
- 9. All items involving the town attorney, town engineers, town employees or other town consultants or requested officials.

The Kittery Town Council moves to receive an update from Norman Albert, Commissioner of Public Works on the Memorial Circle project.

- 10. PUBLIC HEARING
- 11. DISCUSSION
 - a. Discussion by members of the public (three minutes per person)
 - b. Response to public comment directed to a particular Councilor
 - c. Chairperson's response to public comments
- 12. UNFINISHED BUSINESS

13. NEW BUSINESS

- a. Donations/gifts received for Council disposition
- b. (090114-1) The Kittery Town Council moves to approve the disbursement warrants.
- 14. COUNCILOR ISSUES OR COMMENT
- 15. COMMITTEE AND OTHER REPORTS
 - a. Communications from the Chairperson
 - b. Committee Reports
- 16. EXECUTIVE SESSION:
- 17. ADJOURNMENT

Posted: September 4, 2014



Nancy Colbert Puff Town Manager

TOWN OF KITTERY

Office of the Town Manager 200 Rogers Road, Kittery, ME 03904 Telephone: 207-475-1329 Fax: 207-439-6806

ncolbertpuff@kitteryme.org

Town Manager's Report to the Town Council September 8, 2014

- 1. Town Hall Roof Repair/Replacement We have put out a request for bids on the Town Hall roof. Specifications are available on the home page of our web site. We have set September 22nd as a bid opening date. Fire Chief Dave O'Brien has been a great help in moving this project forward.
- 2. "Triple E" Found in York As many of you are likely aware, a mosquito tested positive for Eastern Equine Encephalitis (EEE). We regularly test (and use larvacide in nesting areas) here in Kittery, and in general, the mosquito population has been down this summer.
- 3. Workshop with the Port Authority I am working on compiling requested information for the Council's consideration prior to the workshop (e.g. regarding term limits, enforceable regulations, MMA sensitivity trainings).
- 4. Invasive Species I have conveyed the message to the Planning Office to examine whether our Shoreland zoning may need to be amended to facilitate the removal of invasive species in waterfront areas. We are meeting with David Tibbetts from the Rachael Carson Wildlife Refuge next week to discuss strategies to halt/contain the spread of invasive species.
- 5. Harbormaster Interviews I will be participating in interviews of candidates for Harbormaster next week.
- 6. Sarah Mildred Long (SML) Bridge Updates Maine Department of Transportation (MDOT) will be hosting a 4-hour open house to present progress on the SML design. In addition, they will be here in Town Hall Chamber at 6 pm on Thursday, September 25th to continue a dialogue with the Planning Board, Town Council, and members of the public.
- 7. ICMA Conference I will be attending the ICMA conference from September 14-17th. I will be available via email and phone.

If you have any questions or concerns prior to Monday's evening's meeting, please do not hesitate to contact me. Thank you.

Respectfully Submitted,
Nancy Colbert Puff

Nancy Colbert Puff

FYI List For Council Agenda Packets For September 8, 2014

- Tentative Agenda Item schedule for upcoming Council meetings (and workshops)
- Letter from Bryan Christiansen, Sr. Manager of Government and Community Relations at Comcast regarding Franchise Fee Payment
- Building Permit Report for August 2014

2014 TENTATIVE AGENDA ITEMS

September 15, 2014: Workshop 6:00 p.m. - Port Authority

September 18, 2014: Special Meeting (6:00 pm)

Workshop following at 6:30 p.m. - Meet with Eliot Board of Selectmen

Set the tax rate and overlay

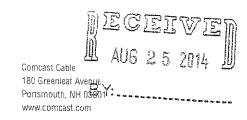
September 22, 2014:

- Disbursement warrants
- (#9) Presentation by David Gooch, 300th Anniversary Comm., First Congregational Church of KP
- PH on amendment to Title 2, Admin. & Personnel, Chapter 2.3, Personnel System Generally
- (UNFINISHED BUS.) 080214-4 Re-appointment to Port Authority Barry Bush
- Appoint Warden and Deputy Warden and set the polling hours
- Request from Charity Defense Council to use Memorial Field for their march June 25-26, 2015

October 15, 2014 (Weds.):

- Disbursement warrants
- Election warrants ?





August 19, 2014

Board of Selectmen Town of Kittery 200 Rogers Road Kittery, ME 03904

RE: Franchise Fee Payment

Dear Members of the Board:

Bryan Chustianse

Enclosed is a backup detailed accounting sheet representing Comcast's franchise fee payment for the period from April 1st, 2014 thru June 30th, 2014.

If you have any questions regarding this payment, please contact me at 603-334-3603

Sincerely,

Bryan Christiansen

Sr. Manager of Government and Community Relations



System Name:

Comcast of Maine/New

Hampshire, Inc.

Email:

Patrick_Moore@cable.comcast.co

m

Phone:

610-650-2999

This statement represents your payment for the period listed

198346

Kittery ME

\$26,197.36

175290

ME0060

Apr - Jun, 2014

8773-3000-1200

Vendor ID:

CUID:

System ID:

Contract Name:

Statement Period:

Payment Amount:

Statement Number:

KITTERY TOWN OF ME

200 ROGERS RD

ATTN TOWN MANAGER

KITTERY, ME, 03904

Revenue Category	Amount
Expanded Basic Video Service	\$420,578.50
Limited Basic Video Service	\$144,197.14
Digital Video Service	\$192,775.00
Pay	\$80,338,05
PPV7 VOD	\$35,047.24
Video Equipment	\$2,382.38
Digital Video Equipment	\$38,383,92
Video Installation / Activation	\$7,062.25
Franchise Fees	\$26,508.41
PEG Fees	\$10,116.03
Guide	\$209.97
Other	\$4,025.04
Late Fees	\$197.77
Write-offs / Recoveries	(\$4,203.44)
Ad Sales	\$84,493.95
Home Shopping Commissions	\$5,681.88
Total	\$1;047;894:09
Franchise Fee %	2.50 %
.Franchise Fee	\$26,197.36

To the best of my knowledge and belief, the above is a true and correct statement for the accounting of the gross revenues received by this corporation for the period.

Pat Moore

Analyst

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2014	4	BUILDING PERMIT REPORT							
čimoso posmeta s		Number of Building Permits Issued	52	recent comments	··· sondeven se re	e voluke Si Vou		morto sanciose do	
	aram a rai mana iri salata ira simmi. I dashadama dashada ira sa sa maa simaliri sa maa na fama na fama na sima	Value of Building Permits	\$2,577,	,577,652.00	to the second of	and the second management of the second of the second second of the second of the second seco		The second secon	
***************************************		Permit Fees Collected	\$34,0	\$34,040.35	1	And the second support the second of the sec			
		Impact Fees Paid	\$5,0	\$5,093.75			The state of the s		
Date Permit	TILL								Impact
~~	Property Owner	Address	Map I	Lot R	Work	Description	Value	Fee	Fee
8/5/2014 14-208	08 SEGERS, BETH	84 PEPPERRELL RD	<u></u>	51	RENOVATION	CONVERT GAR TO ROOM	\$50,000.00	75.00	
8/5/2014 14-209		1 BOWEN RD	17	1 12	MAINT & REPAIR	harron	}	\$25.00	
8/6/2014 14-210		375 US RT 1	47	C	DEMO	DEMO	\$10,000.00	\$20.00	
8/12/2014 14-211	11 FALKNER, KAREN	541 HALEY RD	35	24 R	RENOVATION	LIV SPACE IN BARN	\$35,000,00	\$445.00	
8/12/2014 14-212	12 TWEEDIE, BENJAMIN	28 COLE ST	16	130 R	SHED	SHED	\$750.00	\$34.00	
8/12/2014 14-213	13 GREENE, PATRICIA	19 GERRISH ISLAND LANE	45	52 R	MAINT & REPAIR	RENOVATE	\$40,000.00	\$385.00	
8/12/2014 14-214	14 HIMMER HOMES	3 WOODSIDE MEADOW RD	67 2	22-3 R	SINGLE FAMILY	SINGLE FAMILY HOME	\$230,000.00	\$2,785.00	\$615.00
8/13/2014 14-215	15 BACHNER, WAYNE	12 GERRISH ISL LANE	44	49 R	DECK	DECK	\$7,000.00	\$109.00	
8/13/2014 14-216	16 TEDASCO, RALPH	67 WIL SON RD	54	12 R	BARN	BARN	\$9,000.00	\$133.00	/
8/13/2014 14-217	17 GRAYSTONE BLDRS	7 COTTAGE WAY	38 1	13-7 R	SINGLE FAMILY	SINGLE FAMILY	\$325,000.00	\$3,925.00 \$1,125.00	1,125.00
8/14/2014 14-218	18 LANDRY, JEFF	51 FERNALD RD	28	22 R	RENOVATION	GARAGE TO WKSHP	\$1,000.00	\$37.00	
8/14/2014 14-219	19 KITTERY WATER DISTRICT	147 ROGERS RD	14	52 C	WIRELESS	US CELLUAR	\$12,000.00	\$280.00	
8/14/2014 14-220	20 GOURVILLE, JOHN	6 GOODWIN RD	58	= 2	PROPANE TANKS	PROPANE TANKS	\$2,000.00	\$49.00	
8/14/2014 14-221		6 GEORGE ST	6	70 R	MAINT & REPAIR	ELECTRICAL	\$12,000.00	\$49.00	
8/14/2014 14-222	22 SIL VIA, BENJAMIN	6 HIGH PASTURE RD	563	3-10- R	MAINT & REPAIR	RESHINGLE, SID, WINDOW	\$12,500.00	\$55.00	I manifestive age
8/14/2014 14-223	23 SIMSON, STEVEN MICHAEL	88 OLD POST RD	8 1	18-1 R	RENOVATION	KITCHEN	\$30,000.00	\$265.00\-	
8/14/2014 14-224		301 US ROUTE 1	38	2 C	DOCK	REPLACE DOCK	\$22,500.00	\$2,250.00	
8/14/2014 14-225	25 PARSIGIAN, KEVIN	6 SEAPOINT RD	58 9-3-	-3- R	DECK	DECKS	\$35,000.00	\$445.00	
8/14/2014 14-226	26 BREWER, TED & SARAH	67 PEPPERRELL RD	26	4 R	ADDITION	ADDITON	\$248,000.00	\$3,001.00	\$740.00
8/14/2014 14-227	}	5 TENNEY HILL RD	36	60 R	MAINT & REPAIR	RESHINGLE	\$7,900.00	\$25.00 -	Amerika sa k
8/14/2014 14-228	28 NICKERSON, LYNNE	47 BOUSCH STRET	15	19 R	DECK	DECK	\$1,300.00	\$40.60	
8/19/2014 14-229	29 LABBEE DAVID	89 GOODWIN RD	58	65 R	MAINT & REPAIR	GUTTERS, WINDOWS	\$5,000.00	\$25.00	
8/19/2014 14-230		10 PEPPERRELL RD	18	44 R	ADDITION	DORMER	\$28,500.00	\$367.00	action are not one
8/19/2014 14-231		111 BRAVE BOAT HARBOR RD	63	6 R	ADDITION	SUNROOM	\$45,463.00	\$571.00	
8/19/2014 14-232	32 WHITE JOSEPH	2 MANSON AVE	6	149 R	PELLET STOVE	PELLETT STOVE	\$2,876.00	\$61.00	
8/19/2014 14-233	33 INHABITANTS OF KITTERY	120 ROGERS RD	15	316	RENOVATION	BOILERS, GAS	\$63,800.00		- 171-700
8/19/2014 14-234	34 SBA NETWORKS	43 CHARLES HILL RD	62 1	12A C	WIRELESS	US CELLUAR	\$12,000.00	\$280.00	
8/20/2014 14-235	35 SSG6LLC	435 US ROUTE 1	20	6	DECK	DECK	\$18,000.00	\$370.00	
8/20/2014 14-236	36 OLSON, LEONARD	25 MAC DOUGAL ST	24	H	GENERATOR	GENERATOR	\$3,995.00	\$73.00 -	
8/20/2014 14-237	37 WALKER, ROBERT	42 ELIOT RD	2	89 R	GENERATOR	GENERATOR	\$4,250.00	\$76.00	
8/20/2014 14-238		27 BADGERS ISL WEST UNIT 6	1 3	30-6 C	PIER	EXPAND PIER	\$7,200.00	\$205.00	
8/20/2014 14-239	39 SYLVIA FALLOW BREWSTER TRUST	I BOND RD	26	32 R	SINGLE FAMILY	SINGLE FAMIL Y	\$300,000.00	\$3,625.00 \$1,000.00	1,000.00
8/20/2014 14-240	40 ROWAN, CARROLL	ROWAN WAY	59 1	59 16-9B R	SINGLE FAMIL Y	SINGLE FAMIL Y	\$153,000.00	\$1,861.00	\$265.00
8/21/2014 14-241		75 US ROUTE 1 BYPASS	7.2	25-2 C	ADDITION	ADDITON	\$299,768.00 \$4,596.75	1	\$998.75
8/21/2014 14-242	42 HOAG, STEVE	9 PARSONAGE WAY	48	14 R	SINGLE FAMILY	SINGLE FAMIL Y	\$170,000.00 \$2,065.00		\$350.00

8/21/2014 14-243	8/21/2014 14-243 PANCIENCIA, DAVID	20 JEFFERSON LN	61 26-25 R SHED	SHED	SHED	\$2,000.00	\$49.00 -
8/21/2014 14-244	8/21/2014 14-244 ST GEORGE, JASON & ELAINE	17 LYNCH LN	4-A- 68 11 F	4-A- 68 11 R MAINT & REPAIR REPAIR PORCH	REPAIR PORCH	\$23,000,00	\$181.00
8/21/2014 14-245	8/21/2014 14-245 HODGKINS DAVID	43 MARTIN RD	151 11	MAINT & REPAIR	11 15 R MAINT & REPAIR SIDING & REPAIR PORCH	\$6,000.00	\$25.00 -
8/21/2014 14-246	8/21/2014 14-246 KELLY, DAVID & INGRID	7 HIGHPOINT CIRCLE	61 9/10/20 F	61 9/10/2CR GENERATOR	GENERATOR	\$4,200.00	\$73.00 -
8/21/2014 14-247 MAJOR, FAY	MAJOR, FAY	15 PICOTT RD	37 7A R BARN	BARN	POLE BARN	\$2,500.00	\$55.00 -
8/21/2014 14-248	8/21/2014 14-248 MACLEOD, BARBARA	30 POCOHONTAS RD	51 I F	1 R ADU	ADU IN GARAGE	\$0.00	\$25.00
8/25/2014 14-249	8/25/2014 14-249 LINSCOTT, DAVID	24 MANSON RD	30 17 F	17 R MAINT & REPAIR DUMSTER	DUMSTER	\$0.00	\$25.00 -
8/25/2014 14-250	8/25/2014 14-250 RYKERSON, DEAN	1 SALT MARSH LANE	69 14 R	14 R SOLAR	SOLAR PANELS	\$16,923.00	\$217.00
8/25/2014 14-251	8/25/2014 14-251 WALKER STREET LLC	36 WALKER ST	4 160 C	160 C MAINT & REPAIR WATER HEATERS	WATER HEATERS	\$5,000.00	\$175.00
8/25/2014 14-252	8/25/2014 14-252 DEMARCO, RICHARD	10 TUDOR DR	17 43-4 B	17 43-4 R MAINT & REPAIR GAS LINE	GASLINE	\$695.00	\$25.00
8/25/2014 14-253	8/25/2014 14-253 NICKERSON, LYNNE	45 BOUSH ST	15 19 R	19 R DECK	DECK	\$1,700.00	\$46.00
8/25/2014 14-254	8/25/2014 14-254 VENUTO, ROBIN	6 CUTTS RD LOT 70	60 21-70 R	60 21-70 R MAINT & REPAIR ROOF	ROOF	\$6,500.00	\$25.00 -
8/25/2014 14-255 LUCIANO	LUCIANO	5 JANAH LANE	41 S/4/201 R	41 S/4/201R SINGLE FAMILY SINGLE FAMILY	SINGLE FAMIL Y	\$240,000.00 \$2,905.00	\$2,905.00
8/27/2014 14-256	8/27/2014 14-256 MC CARTHY, RYAN	4 KEENE CRCLE	10 67 R	MAINT & REPAIR	10 67 R MAINT & REPAIR RENOVATIONS/UPDATE	\$20,000.00	\$145.00
			The second secon	and the second commentation of the second of	STEELEST	1	
8/28/2014 14-257	8/28/2014 14-257 GERASIN FAMIL Y TRUST	1 ROUTE, 236	21 18 C	18 C COMREFIT	CORPORATION	\$0.00	\$100.00
8/28/2014 14-258 CPG	CPG	375 US ROUTE 1	47! 4 C	4 C COMMAINT	ROOF TOP UNITS	\$40,032.00	\$715.00
8/28/2014 14-259	8/28/2014 14-259 RODONETS, BRLAN	42 PEPPERRELL RD	18 27 R	27 R RENOVATION	ADD BATHROOM	\$1,800.00	\$46.00 -